

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING
ROOM 113
THURSDAY, APRIL 18, 2002
8:15 A.M.**

Commissioners Present: Bob Workman, Chair
Bernie Heier, Vice Chair
Kathy Campbell
Larry Hudkins
Ray Stevens

Others Present: Kerry Eagan, Chief Administrative Officer
Gwen Thorpe, Deputy Chief Administrative Officer
Dave Johnson, Deputy County Attorney
Bruce Medcalf, County Clerk
Trish Owen, Deputy County Clerk
Ann Taylor, County Clerk's Office

The Staff Meeting was called to order at 8:15 a.m.

AGENDA ITEM

1 APPROVAL OF STAFF MEETING MINUTES OF THURSDAY, APRIL 11, 2002

MOTION: Campbell moved and Heier seconded approval of the Staff Meeting minutes of April 11, 2002. Campbell, Stevens, Workman and Heier voted aye. Hudkins was absent from voting. Motion carried.

2 ADDITIONS TO THE AGENDA

- A. Correspondence from the Yankee Ridge Neighborhood Association
- B. Meeting with Mayor Wesely

MOTION: Heier moved and Campbell seconded approval of the additions to the agenda. Campbell, Stevens, Workman and Heier voted aye. Hudkins was absent from voting. Motion carried.

3 COMMISSIONER MEETING REPORTS

A. Families First & Foremost (F³) Conveners - Heier

No report.

B. Mayor's Floodplain Task Force - Heier

No report.

C. Lincoln Independent Business Association (LIBA) Budget Monitoring Committee - Hudkins, Stevens

Stevens reported that school financing issues were discussed. Utilization of the Nash Finch Building, the proposed north parking garage and use of impact fees were also discussed.

ADDITIONS TO THE AGENDA

A. Correspondence from the Yankee Ridge Neighborhood Association

Campbell distributed copies of correspondence received from the Yankee Ridge Neighborhood Association requesting clarification and review of the County's road maintenance and improvement policies (Exhibit A).

Board consensus was to refer the correspondence to Diane Staab, Deputy County Attorney, and Don Thomas, County Engineer, for review.

B. Meeting with Mayor Wesely

Workman reported that the four finalists for the position of Administrative Assistant to the Mayor/Economic Development were interviewed and an individual was selected. An announcement of the selection will be made in the near future.

Hudkins arrived at 8:26 a.m.

4 LEGISLATIVE UPDATE - Gordon Kissel, Legislative Consultant

Gordon Kissel, Legislative Consultant, gave a legislative update, noting the following:

- LB 1115 (authorize Drug Court programs) advanced to Final Reading.
- There was minor amendment of LB 994 (change property tax provisions) including a provision to allow counties a fee for electronic payments.

- LB 704 (changes Nebraska State Capital Environs District specifications) was amended into LB 729 (authorize counties to cede zoning authority to first class cities), keeping the eastern boundary at 10th Street.

Hudkins said clarification is needed as to whether the boundary line is the center of the street or the east or west side of the street.

Board consensus was to schedule a budget work session on May 7, 2002 at 9 a.m.

5 COORDINATOR FOR ADULT OFFENDER SERVICES - Diane Staab, Deputy County Attorney

Diane Staab, Deputy County Attorney, reviewed the Request for Proposals (RFP) for the Coordinator for Adult Offender Services position (see agenda packet).

In response to a question from Eagan, Staab said the Personnel Department does not typically have a role in advertisement and screening of applicants for an independent contractor position.

Stevens suggested that the Board ask Kit Boesch, Human Services Administrator, to assist in screening the applications.

Campbell said grant writing needs to be included in the job description.

Boesch appeared and said the County Board budgeted \$134,000 as the match for LB 640 (renames grants and provides for a county aid program under the Juvenile Services Act) but the Nebraska Legislature eliminated that funding. She suggested that a portion of those funds be used to fund the position.

6 JUVENILE ACCOUNTABILITY INCENTIVE BLOCK GRANT (\$265,790) AND OFFICE OF JUVENILE JUSTICE GRANT FOR DRUG FREE COMMUNITIES (\$100,000) - Kit Boesch, Human Services Administrator; Gary Lacey, County Attorney

Kit Boesch, Human Services Administrator, reviewed the following (Exhibit B):

- *Juvenile Justice Funds Fiscal Year 2002-03*

Boesch said the Nebraska Crime Commission has tentatively recommended that Lancaster County receive \$339,060 to fund the following projects: Lincoln Action Program (LAP) Family Partners; Cedars Youth Services Truancy Prevention; Y.W.C.A. Try Another Way; Lancaster County's Expediter Program; Cedars Project Seek; Cedars Pre-Trial Diversion Minority Outreach; Cedars Community Integration Team; LAP Youth Violence Alternatives; and Families First & Foremost (F³) Training Institute.

Boesch reported that a total of \$191,263 was cut from the following projects when LB 640 funding was eliminated: Juvenile Substance Abuse Evaluation; Juvenile Justice Coordinator; Management Information System (MIS); 24 Hour Crisis Response; Court Appointed Special Advocates (CASA) Project; and F³ Wrap Around/Cedars.

- *Juvenile Accountability Incentive Block Grant (JAIBG) Funds Fiscal Year 2001-02*
- *Juvenile Accountability Incentive Block Grant (JAIBG) Funds Fiscal Year 2002-03*

Boesch said the Juvenile Justice Review Committee (JJRC) has recommended funding of the following projects (\$265,790 total): Juvenile Justice Coordinator; F³ Wrap Around/Cedars (5 months); Court Ordered Employment; Pre-Trial Diversion Victim Sensitivity; Mediation Center; Evening Reporting Center-CenterPointe; Diversion Officer/Case Manager/Screeners (recommendation is to move the Screener contract to the County Attorney's budget); and Juvenile Drug Court.

Boesch recommended the following: 1) Fund a Substance Abuse Evaluator (one year pilot); 2) Drop funding of LAP, as it is not a priority; 3) Drop the Mediation Center as there are not enough cases; and 4) Continue F³ Wrap Around/Cedars, as it has already started. She said \$138,000 in County match would be required (new money) and said this amount could be reduced to \$61,860 if funds that were reserved for LB 640 match were deducted.

Heier said there are indications that the County may receive even less from the State next year.

Campbell acknowledged that the Substance Abuse Evaluator may be needed but said she is more concerned with maintaining existing programs. She noted that Sheryl Schrepf, Juvenile Mental Health Director, has recommended that the Board hold off on the position.

Boesch said the JAIBG Grant Guidelines identify substance abuse as a priority area and said 80% of the youth in the Lancaster County Juvenile Detention Center have substance abuse issues. She said JAIBG funds are federal entitlement monies, based on the number of juveniles incarcerated, and said she believes this would be appropriate use of those funds.

Gary Lacey, County Attorney, said he doesn't believe any federal programs have been authorized, beyond the next fiscal year.

Boesch noted that the State pays for evaluations and said a single evaluation issue costs significantly less than a complete evaluation. She said "from a financial perspective, we would be saving the State a lot of money." Boesch also noted that the Juvenile Court Judges would like to use the Substance Abuse Evaluator for 3A filing parents.

Heier suggested that the Keno Fund be used to fund the position, as a pilot project.

Campbell said the Board will be reviewing the F³ budget and said it may also be a source of funding.

MOTION: Campbell moved and Heier seconded to accept the Juvenile Accountability Incentive Block Grant (JAIBG) recommendations, except fund the Screener position with the Juvenile Accountability Incentive Block Grant funds and fund the Substance Abuse Evaluator from the Families First & Foremost (F³) Budget, Keno Fund or LB 640 monies. Hudkins, Heier, Workman, Stevens and Campbell voted aye. Motion carried.

Drug Free Communities Grant

Boesch requested authorization to submit an application for a \$100,000 Drug Free Communities Grant. She said the County match for the grant is \$100,000, but said it is in-kind match. Boesch noted that five years of grant funding is anticipated, for a total of \$450,000.

MOTION: Campbell moved and Heier seconded to authorize the Chair to sign the Drug Free Communities Grant application. Hudkins, Heier, Workman, Stevens and Campbell voted aye. Motion carried.

7 NURSE PRACTITIONER CONTRACT - Dean Settle, Community Mental Health Center Director

Dean Settle, Community Mental Health Center Director, requested modification of the nurse practitioner's contract from nine hours to twelve hours per week, for the period of April 22, 2002 to June 30, 2002, to help cover scheduled absences of the center's three primary psychiatrists. He said the cost of the additional hours will be \$1,500, but said the County will save \$5,700 in psychiatrist costs.

Heier suggested that flexibility to cover absences be built into the nurse practitioner's contract.

NOTE: The Board will take action on the contract at the April 23, 2002 County Board of Commissioners Meeting.

8 SALINE WETLANDS TOUR (Upon Completion of the Staff Meeting, the Lancaster County Board will Tour the Saline Wetlands on Little Salt Creek and Rock Creek)

Separate minutes.

9 ACTION ITEMS

- A. Microcomputer Request C#2002-150, \$2,508.93 from the Microcomputer Fund for Two (2) Pentium IV Computers for the County Commissioners

MOTION: Hudkins moved and Heier seconded approval. Campbell, Stevens, Workman, Heier and Hudkins voted aye. Motion carried.

- B. Computer Monitor for Commissioner Campbell

Board consensus was to hold the request (Exhibit C).

- C. Appointment of Two (2) Representatives to the Health Insurance Request for Proposals (RFP) Review Committee

MOTION: Hudkins moved and Campbell seconded to appoint Diane Staab, Deputy County Attorney, and Sue Eckley, Workers' Compensation & Risk Management Manager, to the Health Insurance Request for Proposals (RFP) Review Committee. Hudkins, Heier, Workman, Stevens and Campbell voted aye. Motion carried.

- D. Increase of Hours for John Hudson, Records and Information Management, from 25 to 40 Hours

MOTION: Campbell moved and Hudkins seconded to place the request on pending until the County Board's budget work session on May 7, 2002 or until there is review by Dave Kroeker, Budget and Fiscal Officer. Hudkins, Heier, Workman, Stevens and Campbell voted aye. Motion carried.

10 CONSENT ITEMS

- A. Vacation Request from Mike Thurber, Corrections Director, for May 1-7, 2002
- B. Authorize Kerry Eagan, Chief Administrative Officer, to Sign Proxy for Ameritas Acacia Mutual Holding Company

MOTION: Campbell moved and Stevens seconded approval of the Consent Items. Campbell, Stevens, Workman, Heier and Hudkins voted aye. Motion carried.

11 ADMINISTRATIVE OFFICER REPORT

A. Bioterrorism Tabletop Exercise, May 31, 2002

Kerry Eagan, Chief Administrative Officer, will participate in the tabletop exercise.

B. Agenda Items for Joint Lincoln Public Schools (LPS)/City Council/County Board Meeting, May 13, 2002 at the "F" Street Recreation Center

The Board reviewed the list of agenda items.

C. Plaque for the Hickman Viaduct

MOTION: Campbell moved and Stevens seconded to refer the request for a plaque to the County Attorney for review. Campbell, Stevens, Workman, Heier and Hudkins voted aye. Motion carried.

D. Update on Alltel Maintenance Agreement with Lancaster Manor

Dave Johnson, Deputy County Attorney, reported that Alltel is unwilling to make the requested changes to the contract. Alltel is willing to provide service to Lancaster Manor without a maintenance agreement. Another company is also willing to service the equipment but would require the County to purchase spare parts, at an estimated cost of \$3,400. He noted that Lancaster Manor has purchased two cell phones that can also be utilized if there is an equipment failure.

Johnson also reported that the County has received a bill from Alltel for service provided to Lancaster Manor outside of the maintenance agreement terms.

Stevens suggested that Lancaster Manor set aside the funds that would have been used to fund the maintenance agreement in a Sinking Fund to fund future repairs.

Board consensus was to proceed without a maintenance agreement and to review repairs and costs in six months.

ADDITIONS TO THE AGENDA

C. Information Services Policy Committee (Commissioner Meeting Reports)

MOTION: Stevens moved and Campbell seconded approval of the addition to the agenda. Campbell, Stevens, Workman, Heier and Hudkins voted aye. Motion carried.

Stevens reported that Doug Thomas, Information Services Director, has written a response to a recent letter to the Lincoln Journal Star Newspaper criticizing local government for not purchasing personal computers from a local provider. He said Thomas cited reliability, consistency and service provision as key factors in the decision.

12 EMERGENCY ITEMS AND OTHER BUSINESS

MOTION: Campbell moved and Hudkins seconded to send a letter to the Lincoln Board of Education, with a copy to Philip Schoo, Superintendent of Schools, thanking them for working with the computer system at the Lancaster County Juvenile Detention Center. Campbell, Stevens, Workman, Heier and Hudkins voted aye. Motion carried.

13 ADJOURNMENT

MOTION: Campbell moved and Heier seconded to adjourn the meeting at 10:12 a.m. Hudkins, Heier, Workman, Stevens and Campbell voted aye. Motion carried.

Bruce Medcalf
County Clerk